

**CITY OF KIRKLAND  
CHANGE IN FUND BALANCE (Beginning 2007 to Ending 2010)  
SOLID WASTE UTILITY**

	<b>Solid Waste</b>
<b>2007 Actual Beginning Fund Balance</b>	<b>958,713</b>
<i>Reserved</i>	<i>0</i>
<i>Unreserved Working Capital</i>	<i>958,713</i>
Plus: 2007-08 Estimated Revenues	16,636,982
Less: 2007-08 Estimated Expenditures	16,054,938
<b>2007-08 Estimated Ending Fund Balance</b>	<b>1,540,757</b>
Less: Funding for Carryovers to 2009	27,248
<b>2009 Budgeted Beginning Fund Balance</b>	<b>1,513,509</b>
Plus: 2009-10 Budgeted Revenues	17,240,354
Less: 2009-10 Budgeted Expenditures	17,016,136
<b>2010 Budgeted Ending Fund Balance</b>	<b>1,737,727</b>
<i>Reserved</i>	<i>0</i>
<i>Unreserved Working Capital</i>	<i>1,737,727</i>
<b>Change in Fund Balance: Beginning 2007 to Ending 2010</b>	<b>779,014</b>

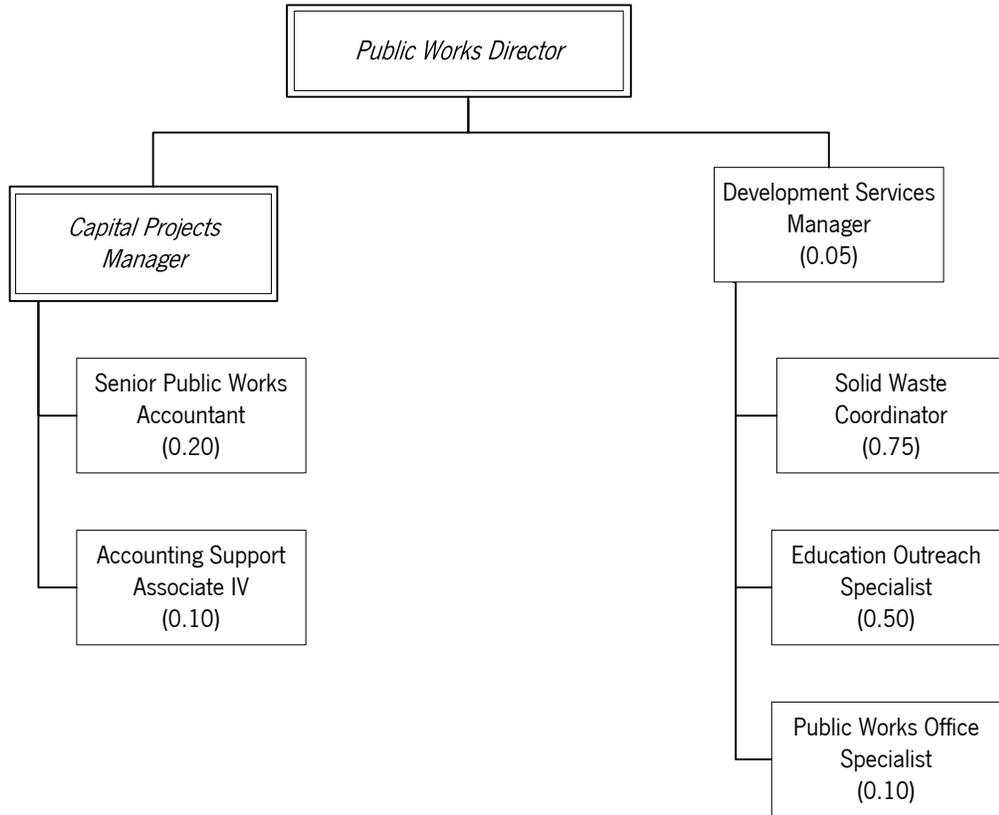
**Note:**

The increase in fund balance is due to the accumulation of resources to build working capital.



**CITY OF KIRKLAND**  
**Public Works Department**

Solid Waste Fund



*Boxes with a double outline and italic text indicate positions which report to this department but which are budgeted in a separate operating fund.*



## DEPARTMENT OVERVIEW

# SOLID WASTE FUND

### Mission

The Solid Waste Fund was created for the sole purpose of handling all monies collected for solid waste and recycling services, and disbursement of monies for expenses and contract payments made in connection with this service.

### Department Functions

The City, by ordinance, collects all garbage within the city limits of Kirkland. The City provides this service by contracting with a private contractor. The current contract with Waste Management expires September 30, 2010.

The City also coordinates all recycling grants/events and provides staff/consultants in that area.

### 2007-2008 Accomplishments

- Held three spring and fall residential recycling collection events at the Houghton Park and Ride. The events diverted nearly 166 tons of recyclable materials from 2,577 participants. A fourth event is scheduled for October, 2008.
- Held the eighth annual business recycling collection event at the Totem Lake Mall in which 226 Kirkland businesses recycled 25 tons of materials. Another event was held in September, 2008.
- Achieved a 69 percent single family recycling diversion rate in 2007 (highest in King County among 32 cities with greater than 500 customers).
- Between all sectors: single family, multifamily, and commercial, a total of 16,856 tons of material was diverted from the landfill in 2007 – a five percent or 800 ton increase over 2006.
- Aggressive campaign implemented in 2008 to increase multifamily diversion rate. Program included the distribution of over 1,200 personal sized recycling containers and conservation education materials to 30 properties.
- Expanded upon the Commercial Organics Program pilot in 2006 with full scale program implementation in 2007. Number of program participants has grown to 65 as of June 2008. Added food scrap collection to all City facilities. Total organics tonnage diverted from landfill in 2007: 57 tons. Total organics tonnage diverted through June 2008: 91 tons.
- Started the Battery Recycling Program in June 2007. Collection stations were established at City Hall, the Kirkland Library, and the Peter Kirk and North Kirkland Community Centers. Through June 2008, over 6,200 pounds of batteries have been collected.
- Distributed over 1,500 reusable shopping bags.
- Developed and administered Kirkland Green Business Program to recognize 24 businesses in a broad array of categories to include waste reduction and recycling and water conservation.
- Established storm debris drop-off sites at Juanita Beach Park and Crestwoods Park in response to December 2006 windstorm. Collected over 3,600 tons of material through January 2007.
- Increased Public Outreach:
  - Published and mailed four single- and multi-family editions and two business editions of the award-winning Reuse, Recycle, Conserve newsletters. Each edition contained information on recycling, water conservation, and surface water stewardship.
  - Staffed recycling information booths at local farmers markets, the Kirkland

Uncorked event, and at the 2007 Sustainable September Expo.

- Hired an Education and Outreach Specialist.
- Gave presentations on recycling and waste reduction at neighborhood association meetings.
- Worked with groups to work toward zero waste at community events.

*For program area performance measures related to refuse and recycle, please refer to the Performance Measures section of this document.*

## **2009-2010 Objectives**

### *Environmental Stewardship*

- Serve on the Metropolitan Solid Waste Management Advisory Committee to advise the King County Executive, King County Council, and the Solid Waste Interlocal Forum on all matters relating to solid waste.
- Participate in the final development and adoption of the updated King County Comprehensive Solid Waste Management Plan.
- Expand and enhance multi-family recycling programs to sustain a recycling diversion rate greater than 20 percent to include recycling container distribution, food scrap collection, and onsite assistance to improve or reconfigure recycling service levels.
- Continue to advocate alternatives to disposable plastic bags and distribute free reusable shopping bags.
- Pursue competitive grant funding opportunities to support the acquisition of more public recycling containers for the Central Business District, parks, and City facilities.
- Amend Kirkland Municipal Code to require that adequate recycling space is provided on all new and significantly improved multi-family properties.
- Promote and expand participation in Commercial Organics Program.

- Conduct recycling collection events for residents and businesses.

### *Community Involvement*

- Maintain and increase waste diversion rates through community involvement activities including establishing recycling information booth at special events and markets and making waste reduction and recycling presentations to multi-family tenant groups, at Neighborhood Association meetings, and at businesses.
- Increase public outreach and assistance to businesses with on-site visits and through the distribution of recycling and conservation education materials.
- Raise awareness of curbside food scrap recycling program for single family residents through community outreach.

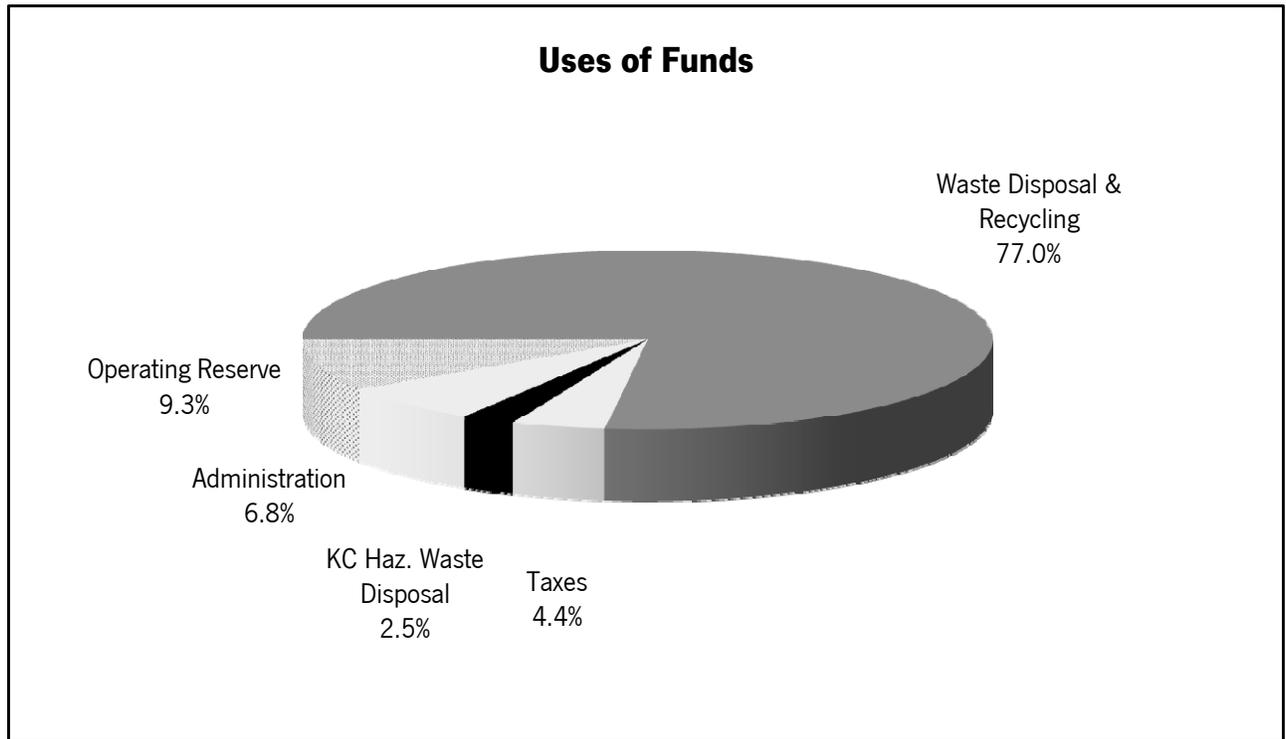
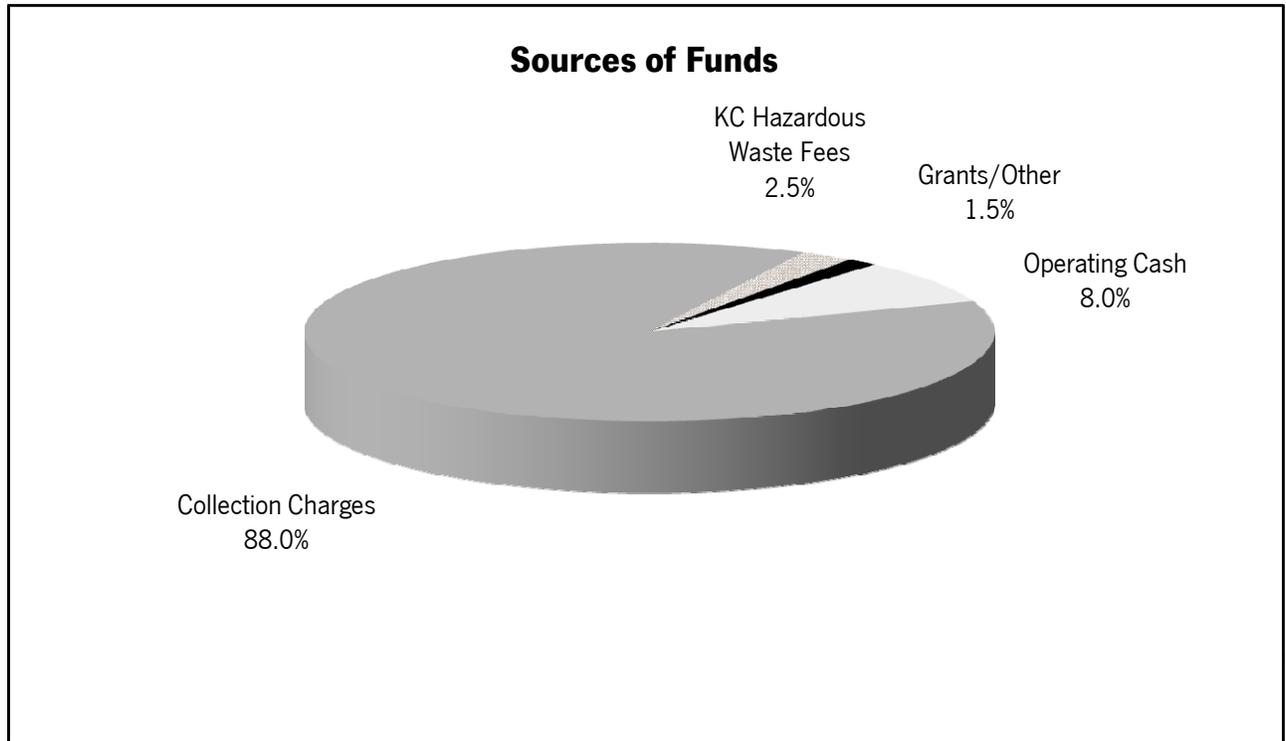
### *Financial Stability*

- Manage process leading up to the expiration of the Comprehensive Garbage, Recyclables, and Organics Collection Contract with Waste Management in September, 2010. Evaluate best options available that will maintain or enhance current established service levels and result in the lowest service rates. Options may include extending, renegotiating, or rebidding the contract.

### *A Safe Community*

- Develop a Disaster Debris Management Plan to expedite the community's recovery from natural disasters.

# 2009-2010 BUDGET SOLID WASTE FUND



**2009-2010 BUDGET ANALYSIS**

***SOLID WASTE FUND***

**ANALYSIS OF CHANGES**

<b>2007-08 Approved Budget (Including Carryovers)</b>		<b>17,233,322</b>
<b>Less Reserves</b>		<b>(1,151,136)</b>
<b>2007-08 Approved Budget (Excluding Reserves)</b>		<b><u>16,082,186</u></b>
<b>2009-10 Basic Budget Increases:</b>		
Waste Management Disposal Contract	774,500	
Excise Taxes	71,738	
Central Services & Utility Billing Internal Charges	70,858	
Salaries & Wages	15,002	
Employee Benefits	13,740	
King County Hazardous Waste Fees	12,800	
Training	1,000	
Net Miscellaneous Increases	421	
<b>Total Basic Budget Increases</b>		<b>960,059</b>
<b>2009-10 Basic Budget Decreases:</b>		
One-time Adjustments & Carryovers	(54,107)	
Technology Internal Charges	(1,782)	
<b>Total Basic Budget Decreases</b>		<b><u>(55,889)</u></b>
<b>2009-10 Basic Budget</b>		<b>16,986,356</b>
<b>2009-10 Expenditure Reductions:</b>		
Service Reductions - Workforce	-	
Service Reductions - Program Costs	-	
Travel/Training	-	
Equipment/Supplies	-	
Conservation/Efficiency	-	
Internal Services Rate Reduction Impacts	(9,334)	
Reallocations to Other Funds	16,114	
<b>Total Expenditure Reductions</b>		<b>6,780</b>
<b>2009-10 Service Packages:</b>		
	-	
<b>Total Service Packages</b>		<b>-</b>
<b>2009-10 Final Budget (Excluding Reserves)</b>		<b><u>16,993,136</u></b>

**COMPARISON OF 2007-08 BUDGET TO 2009-10 BUDGET**

	<b>Difference</b>	<b>% Change</b>
<b>2007-08 Approved Budget (Excluding Reserves) to 2009-10 Final Budget (Excluding Reserves)</b>	<b>910,950</b>	<b>5.66%</b>

**2009-2010 FINANCIAL OVERVIEW**

***SOLID WASTE FUND***

**FINANCIAL SUMMARY BY OBJECT**

	<b>2005-2006 Actual</b>	<b>2007-2008 Estimate</b>	<b>2007-2008 Budget</b>	<b>2009-2010 Budget</b>	<b>Percent Change</b>
Salaries and Wages	123,614	193,296	213,414	238,074	11.56%
Benefits	40,888	69,097	76,307	93,372	22.36%
Supplies	22,555	6,898	6,721	6,200	-7.75%
Other Services	13,244,979	14,524,242	14,571,829	15,358,752	5.40%
Government Services	1,100,210	1,261,405	1,213,915	1,296,738	6.82%
Capital Outlay	0	0	0	0	n/a
Rsvs/Undistributed Sal & Ben	0	0	1,151,136	1,760,727	52.96%
<b>TOTAL</b>	<b>14,532,246</b>	<b>16,054,938</b>	<b>17,233,322</b>	<b>18,753,863</b>	<b>8.82%</b>

**FINANCIAL SUMMARY BY DIVISION**

	<b>2005-2006 Actual</b>	<b>2007-2008 Estimate</b>	<b>2007-2008 Budget</b>	<b>2009-2010 Budget</b>	<b>Percent Change</b>
Solid Waste	14,532,246	16,054,938	17,233,322	18,753,863	8.82%
<b>TOTAL</b>	<b>14,532,246</b>	<b>16,054,938</b>	<b>17,233,322</b>	<b>18,753,863</b>	<b>8.82%</b>

**POSITION SUMMARY BY DIVISION**

	<b>2005-2006 Actual</b>	<b>Adjustments</b>	<b>2007-2008 Budget</b>	<b>Adjustments</b>	<b>2009-2010 Budget</b>
Solid Waste	1.05	0.60	1.65	0.05	1.70
<b>TOTAL</b>	<b>1.05</b>	<b>0.60</b>	<b>1.65</b>	<b>0.05</b>	<b>1.70</b>

**2009-2010 POSITION SUMMARY**

***SOLID WASTE FUND***

**POSITION SUMMARY BY CLASSIFICATION**

<b>Classification</b>	<b>2005-2006 Positions</b>	<b>2007-2008 Positions</b>	<b>2009-2010 Positions</b>	<b>2008 Salary Range</b>
Development Engineering Manager	0.00	0.00	0.05	7,362 - 9,499
Senior Public Works Accountant	0.20	0.20	0.20	5,215 - 6,135
Solid Waste Coordinator	0.75	0.75	0.75	5,140 - 6,047
Education Outreach Specialist	0.00	0.50	0.50	4,852 - 5,708
Accounting Support Associate IV	0.10	0.10	0.10	3,773 - 4,439
Public Works Office Specialist	0.00	0.10	0.10	3,376 - 3,972
<b>TOTAL</b>	1.05	1.65	1.70	

**City of Kirkland  
2009-10 Budget**

**Revenue**

		<b>2005-06 Actual</b>	<b>2007-08 Estimate</b>	<b>2007-08 Budget</b>	<b>2009-10 Budget</b>	<b>Percent Change</b>
<b>Fund: Solid Waste (431)</b>						
<b>Intergovernmental Revenue</b>						
<b>Direct Federal Grants</b>						
Dept of Homeland Security	3319703	0	44,439	44,439	0	0.00 %
<b>Total for Direct Federal Grants:</b>		0	44,439	44,439	0	0.00 %
<b>State Grants</b>						
Military Department	3340180	0	7,406	0	0	0.00 %
Dept of Ecology	3340310	68,977	62,026	55,215	58,989	6.83 %
<b>Total for State Grants:</b>		68,977	69,432	55,215	58,989	6.83 %
<b>Interlocal Grants/Entitlements</b>						
Local Hazardous Waste	3370803	22,972	25,115	20,000	32,000	60.00 %
Waste Reduction & Recycling	3370804	111,866	119,394	120,000	107,717	-10.23 %
<b>Total for Interlocal Grants/Entitlements:</b>		134,838	144,509	140,000	139,717	-0.20 %
<b>Total for Intergovernmental Revenue:</b>		203,815	258,380	239,654	198,706	-17.08 %
<b>Charges for Goods and Services</b>						
<b>Physical Environment</b>						
Residential Collection	3437001	5,623,800	5,987,719	6,151,186	5,944,000	-3.36 %
Multi-Family Collection	3437002	3,470,960	3,860,634	3,955,412	4,140,500	4.67 %
Commercial Collection	3437003	4,858,935	5,839,206	5,258,157	6,300,248	19.81 %
Solid Waste Penalties	3437004	98,266	103,781	110,000	110,000	0.00 %
Waste Wheeler Service	3437005	144	0	0	0	0.00 %
King County Hazardous Waste	3439002	387,222	464,829	459,200	472,000	2.78 %
<b>Total for Physical Environment:</b>		14,439,327	16,256,169	15,933,955	16,966,748	6.48 %
<b>Total for Charges for Goods and Services:</b>		14,439,327	16,256,169	15,933,955	16,966,748	6.48 %
<b>Miscellaneous Revenues</b>						
<b>Interest and Other Earnings</b>						
Investment Interest	3611101	81,906	122,433	101,000	74,900	-25.84 %
<b>Total for Interest and Other Earnings:</b>		81,906	122,433	101,000	74,900	-25.84 %
<b>Total for Miscellaneous Revenues:</b>		81,906	122,433	101,000	74,900	-25.84 %
<b>Other Financing Sources</b>						
<b>Resources Forward</b>						
Resources Forward	3999901	0	958,713	958,713	1,513,509	57.86 %
<b>Total for Resources Forward:</b>		0	958,713	958,713	1,513,509	57.86 %
<b>Total for Other Financing Sources:</b>		0	958,713	958,713	1,513,509	57.86 %

**City of Kirkland  
2009-10 Budget**

**Revenue**

	<b>2005-06 Actual</b>	<b>2007-08 Estimate</b>	<b>2007-08 Budget</b>	<b>2009-10 Budget</b>	<b>Percent Change</b>
<b>Total for Solid Waste:</b>	14,725,048	17,595,695	17,233,322	18,753,863	8.82%